

**FFIEC AND FRB USE ONLY**

Credit Authorization Number: \_\_\_\_\_

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
HMDA DATA ORDER FORM  
(CENSUS DATA ITEMS)**

**FFIEC AND FRB USE ONLY**

FFIEC Control Number: \_\_\_\_\_

<b>SELECTION LIST</b> <b>There is an additional charge for each year requested (see attached item descriptions)</b>	<b>QTY</b>	<b>UNIT COST</b>	<b>TOTAL</b>
<b>Census Data (Item #104)</b>  Indicate year(s): _____, _____, _____, _____  Select:  ___ Reel (6250 bpi) in ___ EBCDIC <b>OR</b> ___ ASCII  <b>OR</b> ___ Cartridge  Note: 1990 MSA redefinitions used beginning with 1994 HMDA data; 1990 census tracts used beginning with 1992 data; 1980 census tracts used with 1990 & 1991 data. 1996 census data combine HMDA and CRA information; therefore, file specifications are significantly different than prior years. The 1996 tape and years thereafter include census tracts and BNAs inside and outside of MSAs. Years prior to 1996 include only census tracts within MSAs.		\$250.00	\$
<b>Census Data on CD-ROM (Item #303)</b>  Indicate year(s): _____, _____  Note: Only available for 1999 data.		\$ 10.00	\$
<b>GRAND TOTAL</b>			\$

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
CENSUS DATA ORDER FORM  
ITEM DESCRIPTIONS**

- Unless otherwise specified, reports using HMDA data are available beginning with 1990. HMDA data generally become available by August of the year following the reporting year, and data through calendar year 1998 are now available. Reports using census data and the HUD Median Family Income Listings become available earlier in the year. Please refer to the HMDA Assistance Line at (202) 452-2016, email at [HMDAHELP@FRB.GOV](mailto:HMDAHELP@FRB.GOV), or Internet at [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda) for the latest release of these reports.
- There is an additional charge for each year requested.

**Census Information and Census Data on CD-ROM:** This is the nationwide census data used as input to HMDA and CRA processing. Beginning with 1996, this information combines HMDA and CRA data elements into one source. Data are distributed on tape or CD-ROM. Tape distribution is available on either reels or cartridges; file descriptions are included with each order. The CD-ROM, with software for the PC, contains the same data as the tape. It also includes printable reports and an option to export data to spreadsheet or text formats. Two items previously listed on the order form, the Census Tract Listing (Item #003) and the Census--Geography Only (Item #105), can be produced from the CD-ROM. Those interested in the Census Tract Listing and Census--Geography Only data for years prior to 1999 should call the HMDA Assistance Line at (202) 452-2016.

The charge for tape distribution is \$250.00 (**Item #104**).

The charge for the CD-ROM is \$10.00 (**Item #303**).

The 1980 census tracts were used in processing 1990 and 1991 HMDA data; 1990 census tracts were used for processing data for 1992 and subsequent years; 1990 MSA redefinitions were used beginning with 1994 HMDA data. The census data distributed is consistent with the HMDA year specified. For example, if HMDA year 1991 is selected, 1980 census tract data with 1991 MSA definitions are issued.

**FFIEC AND FRB USE ONLY**

FFIEC Control Number:

July 1999

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
HMDA DATA ORDER FORM  
(HMDA HARDCOPY ITEMS)**

**FFIEC AND FRB USE ONLY**

FFIEC Control Number: \_\_\_\_\_

<b>SELECTION LIST</b> <b>There is an additional charge for each year/MSA/institution requested (see attached item descriptions)</b>	<b>QTY</b>	<b>UNIT COST</b>	<b>TOTAL</b>
<b>Reporter Directory (Item #007)</b>  Indicate HMDA year(s): _____, _____  Indicate MSA Name and Number:  MSA Name: _____ MSA Number: /_/_/_//  MSA Name: _____ MSA Number: /_/_/_//  MSA Name: _____ MSA Number: /_/_/_//  Note: For non-profit organizations, the charge for the directory is \$45.00 per MSA; the charge is \$75.00 per MSA for all others.		\$ 45.00 or \$ 75.00	\$
<b>Three-report Package (Item #008):</b> ? Report on Disposition of Loan Applications by Income and Race ? Report on Distribution of Loan Applications ? Census Tract Summary  Indicate HMDA year(s): _____, _____  Indicate Institution Name and MSA:  Institution Name: _____ Respondent/Agency ID and MSA Number (if known): /_/_/_/_/_/_/_/_-/_/  MSA Name: _____ MSA Number: /_/_/_//  MSA Name: _____ MSA Number: /_/_/_//  Institution Name: _____ Respondent/Agency ID and MSA Number (if known): /_/_/_/_/_/_/_/_-/_/  MSA Name: _____ MSA Number: /_/_/_//  MSA Name: _____ MSA Number: /_/_/_//  Note: For non-profit organizations, the charge for this package is \$45.00 per institution/MSA; the charge is \$75.00 per institution/MSA for all others.		\$ 45.00 or \$ 75.00	\$
<b>GRAND TOTAL</b>			\$

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
HMDA DATA ORDER FORM  
(HMDA ELECTRONIC ITEMS)**

**FFIEC AND FRB USE ONLY**

FFIEC Control Number: \_\_\_\_\_

<b>SELECTION LIST</b> <b>There is an additional charge for each year requested (see attached item descriptions)</b>	<b>QTY</b>	<b>UNIT COST</b>	<b>TOTAL</b>
<p>Data Type (see page 10): FFIEC____, MICA____</p> <p>_____ <b>Aggregate Report (Item #101)</b>            Indicate HMDA year(s) _____, _____, _____</p> <p>_____ <b>LAR &amp; TS Raw Data (Item #102)</b>            Indicate HMDA year(s) _____, _____, _____</p> <p>_____ <b>Reporter Panel (Item #103)*</b>            Indicate HMDA year(s) _____, _____, _____</p> <p>Select:              ___ Reel (6250 bpi) in ___ EBCDIC <b>OR</b> ___ ASCII</p> <p><b>OR</b> ___ Cartridge</p> <p><b>OR</b> ___ CD-ROM (LAR &amp; TS Raw Data Only)**</p> <p><small>*Included on the LAR &amp; TS Raw Data CD-ROM for 1997 and years thereafter.            **Not available for years prior to 1992.</small></p>		<p>\$500.00 (reel or cartridge)</p> <p>\$</p> <p>\$500.00 (reel or cartridge) <b>OR</b> \$50.00 (CD-ROM only)</p> <p>\$</p> <p>\$150.00 (reel or cartridge)</p> <p>\$</p>	
<p><b>MSA Aggregate Reports and Disclosure Statements on CD-ROM (Item #302)</b></p> <p>Data Type (see page 10): FFIEC____, MICA____</p> <p>Indicate year(s): _____, _____</p> <p>Note: Only available for 1992, 1994, 1995, 1996, and 1997 HMDA reporting years.</p>		<p>\$150.00</p> <p>\$</p>	
<b>GRAND TOTAL</b>			\$

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
HMDA DATA ORDER FORM  
(HMDA PREPARATION ITEMS)**

**FFIEC AND FRB USE ONLY**

FFIEC Control Number: \_\_\_\_\_

<b>SELECTION LIST</b> <b>There is an additional charge for each year requested (see attached item descriptions)</b>	<b>QTY</b>	<b>UNIT COST</b>	<b>TOTAL</b>
<b>A Guide to HMDA Reporting: Getting it Right (Item #010)</b>  Indicate year(s): _____, _____  *This guide was developed to assist those who prepare the HMDA report. See the "Item Descriptions" for more information.		\$ 5.00	\$
<b>GRAND TOTAL</b>			\$

**FEDERAL FINANCIAL INSTITUTIONS EXAMINATION COUNCIL  
HMDA DATA ORDER FORM  
ITEM DESCRIPTIONS**

- Unless otherwise specified, reports using HMDA data are available beginning with 1990. HMDA data generally become available by August of the year following the reporting year, and data through calendar year 1998 are now available. Reports using census data and the HUD Median Family Income Listings become available earlier in the year. Please refer to the HMDA Assistance Line at (202) 452-2016, email at HMDAHELP@FRB.GOV, or Internet at [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda) for the latest release of these reports.
- There is an additional charge for each year, MSA, and/or institution requested.
- Charges for duplicate requests apply.

The FFIEC has entered into an agreement with the Mortgage Insurance Companies of America (MICA) to compile data on mortgage insurance applications for the nation's eight private mortgage insurance companies. These data are available beginning with data for the fourth quarter of calendar year 1993 and for calendar years 1994 through 1996. The FFIEC makes the data available in formats similar to those for the HMDA data. The following items are available for MICA data: Disclosure Statements (Item #001); Aggregate Reports (Item #002); the National Aggregate Report (Item #005); MSA by MSA Report on the Disposition of Applications by Race and Income of Each Applicant (Item #006); LAR & TS Raw Data (Item #102); Reporter Panel (Item #103); and MSA Aggregate Reports and Disclosure Statements on CD-ROM (Item #302). Because 1993 MICA data cover only the fourth quarter, the charge for the LAR & TS Raw Data (Item #102) is \$125. Subsequent years' data are collected annually, and therefore, charges do not differ from the FFIEC data. Items other than the LAR & TS Raw Data do not have a reduced price for the 1993 reporting year. When ordering items, be sure to specify the data type. The FFIEC data include those institutions required to report HMDA under Regulation C, and the MICA data include those eight mortgage insurers reporting HMDA data as agreed upon with the FFIEC.

**Aggregate Report:** The Aggregate Reports of MSAs, sorted by MSA, are distributed as either hardcopy or on tape. Printed reports of MSAs range from 30 to 604 pages each, and average about 60 pages. For years prior to 1996, this report aggregates the mortgage and home improvement lending information within an MSA, where an institution has a home or branch office in that MSA. For 1996 and years thereafter, this report aggregates the mortgage and home improvement lending information within an MSA, regardless of whether the institution has a home or branch office in that MSA. It is in the same format as the disclosure statements; however, individual institution's data cannot be identified. Tape distribution is used in lieu of hardcopy as a convenience to those sites that can print the tape locally. This is a print image tape; therefore, the data cannot be manipulated.

For hardcopy distribution, enter the MSA number for each MSA desired on the report in the space provided on the form. If additional space is required, use the back of the form. The charge for hardcopy distribution is \$50.00 for each MSA requested. **(Item #002)**

For tape distribution, all MSAs are included on the tape. Also, a listing is provided that shows the relative position and number of pages for each MSA on the tape. Data are in EBCDIC and formatted as follows: record length = 166; block size = 24,900; and record format = fixed block. Printing these records requires a printer featured for 166 character output. The charge for tape distribution is \$500.00. **(Item #101)**

The hardcopy Aggregate item is also available for MICA data. These data are not available prior to 1993 (see above).

**A Guide to HMDA Reporting: Getting it Right:** The guide was developed to assist those who prepare the HMDA report for their institutions, and also contains an executive summary for management officials that explains the responsibilities of institutions that are subject to HMDA. The 1998 version is a comprehensive edition for use beginning with the 1998 calendar year data (due March 1, 1999). It provides a summary of responsibilities and requirements, directions for assembling the necessary tools, and step-by-step instructions for reporting HMDA data. It includes information about obtaining data from the Bureau of the Census, and contains a listing of MSA, state, and county codes. Appendices include Regulation C: the Instructions for Completion of the HMDA-LAR; Form and Instructions for Data Collection on Race or National Origin and Sex; and the Staff Commentary on Regulation C. The guide is also available via the HMDA Assistance Line Fax Back System at (202) 452-2016 or Internet at [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda). **(Item #010)**



**Counties Located in Non-Metro Areas Listing:** The listing shows all county codes in non-metro areas by state. The listing is not available for years prior to 1996. Please refer to the HMDA Assistance Line Fax Back System at (202) 452-2016 or Internet at [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda) for the latest release of this listing.

**Disclosure Statement:** The Disclosure Statement summarizes mortgage and home improvement lending information from data that are prepared yearly by individual institutions. For 1996 and years thereafter, a supplemental report discloses data for property located outside of MSAs in which the institution has a home or branch office. The Disclosure Statement is distributed in hardcopy at a cost of \$50.00 for each institution requested. **(Item #001)**

The Disclosure Statements are also available for MICA data. These data are not available prior to 1993 (see page 10).

**Loan Application Records (LAR) and Transmittal Sheet (TS) Data:** The LAR & TS data are collected by a financial institution as a result of applications for, and originations and purchases of, home-purchase loans (including refinances) and home-improvement loans for each calendar year. LARs for 1990 total almost 6.6 million records and 9,332 Transmittal Sheets (TSs); the 1991 LARs data total over 7.9 million records and 9,359 TSs; the 1992 LARs data total approximately 12.0 million records and 9,072 TSs; the 1993 LARs data total approximately 15.0 million records and 9,650 TSs; the 1994 LARs data total approximately 12.0 million records and 9,858 TSs; the 1995 LARs data total over 11.0 million records and 9,539 TSs; the 1996 LARs data total over 14.0 million records and 9,328 TSs; and the 1997 LARs data total over 16.0 million records and 7,925 TSs. The following should be noted:

- Data are not certified as error free.
- For reasons of privacy, the dates and loan application numbers are omitted from each record.
- To form a unique identifier for a institution, the Respondent ID and single character Agency Code must be used. To form a unique loan record identifier, the Respondent ID, Agency Code, and Loan Sequence Number must be used. See record layout enclosed with distribution tape for additional information.

LAR and TS data are distributed on tape at a cost of \$500.00. Reels or cartridges may be chosen. Record formats and file descriptions are included with each order. **(Item #102)**

If reels are ordered, there are multiple reels containing the LAR data and one reel containing the TS data. If cartridges are ordered, there are several cartridges containing the LAR data and one containing the TS data. (The number of reels/cartridges containing LAR data vary according to the year requested because of the volume of data.) Note that both reels and cartridges containing LAR data are multi-volume datasets. This means that to process ALL of the LAR data, each of the reels or cartridges must be read successively.

LAR and TS data are also distributed on **CD-ROM** at a cost of \$50.00. **The HMDA Raw Data Software System moved from a DOS-based to a Windows-based application as of 1995.** For 1997 and years thereafter, most of the Reporter Panel **(Item #103)** information that can be ordered on tape (reel and cartridge) is included on the CD-ROM. However, if you wish to order all of the reporter panel data elements on tape in one file, refer to Item #103.

The user has the ability to do the following:

- Download the data contained on the compact discs to a file.
- Search by MSA, State, County, or Respondent ID and save to a file.
- Import the file created from a download or search into a software package or mainframe application. It is important to consider the space limitations of each application prior to loading the data into that application.

These LAR and TS files are also available for MICA data beginning with the fourth quarter of 1993. The 1993 MICA data are available at a cost of \$125 and are only available on reel or cartridge (see page 10).

**MSA Aggregate Reports and Disclosure Statements on CD-ROM:** The MSA Aggregate Reports and individual lender Disclosure Statements for each MSA are available on CD-ROM at a cost of \$150.00 for the entire nation. **(Item #302)**

**The HMDA MSA Aggregate Reports and Disclosure Statements Software System moved from a DOS-based to a Windows-based application as of 1996.** The Software allows the user to search by MSA, an institution's individual disclosure statement, or a specific table on the MSA aggregate report. Printing these records requires a printer featured for 166 character output.

The MSA Aggregate Reports and Disclosure Statements on CD-ROM are also available for MICA data. These data are not available prior to 1994 (see page 10).

**MSA by MSA Report on the Disposition of Applications by Race and Income of Each Applicant:** This report contains one table for each of the MSAs. For years prior to 1996, the report provides the number and percentage of applications denied by the race and income of the applicants within the MSA, where an institution has a home or branch office in that MSA. For 1996 and years thereafter, it provides the number and percentage of applications denied by the race and income of the applicants within the MSA, regardless of whether the institution has a home or branch office in that MSA. The report is available in hardcopy only at a cost of \$50.00. **(Item #006)**

These reports are also available for MICA data. These data are not available prior to 1994 (see page 10).

**MSA Median Family Income Listing:** The listing shows “MSA Median Family Incomes for 19xx HMDA Reports” where xx is the HMDA year (i.e. 1990, 1991, etc.). If a 1990 listing is selected, there is an adjustment factor of 1.6424 applied to the 1980 Median Family Income column for each MSA to arrive at the Inflation Adjusted 1980 Median Family Income column. For 1991 and subsequent listings, the median family income of the MSA is based on estimates developed annually by the Department of Housing and Urban Development (HUD). The figure for the MSA is the HUD estimate for the fiscal year that corresponds to the year for which the loan application data are reported. For 1996 and years thereafter, the listing includes median family incomes for non-metro areas by state. This information is calculated by taking the median family incomes of all census tracts and BNAs by state outside of the MSA boundaries. Please refer to the HMDA Assistance Line Fax Back System at (202) 452-2016 or Internet at [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda) for the latest release of this listing.

**National Aggregate Reports:** These reports are a nationwide summation of the individual MSA Aggregate Reports. They indicate the number and dollar amounts of lending, cross tabulated by loan, applicant, and geographic characteristics. **The data is now available on the Internet beginning with 1998 data. Please refer to [www.ffiec.gov/hmda](http://www.ffiec.gov/hmda) for the latest release of this report.** The charge for hardcopy distribution is \$50.00 **(Item #005)**.

The National Aggregate Reports are also available for MICA data. These data are not available prior to 1993 (see page 10).

**Reporter Directory:** The Reporter Directory is a hardcopy of all HMDA reporters within a specified MSA, sorted by name of reporter and then by state and county codes. This report provides the following information:

- ID number, name of institution, city and state locations, total assets, and parent ID number.
- For each state and county in which an institution has activity
  - the state and county codes;
  - the number of tracts with loans;
  - the number of loans originated;
  - the number of applications;
  - the ratio of loans to applications; and
  - the number of loans purchased

The charge for non-profit organizations is \$45 per requested MSA and \$75 per MSA for all others. **(Item #007)**

**Reporter Panel:** The Reporter Panel is the universe of all institutions that reported under HMDA. The panel information is taken from the database at the same time that the final disclosure and aggregate reports are prepared for the Central Depositories. Beginning in 1997, some of the panel data elements (the name of the institution, the Respondent ID and agency code, and the MSA number(s) of the metropolitan areas for which they reported) are included on the LAR & TS Raw Data CD-ROM **(Item #102)**.

If you prefer to obtain all of the Reporter Panel information, i.e., the same data elements found on the CD-ROM as well as the reporter's agency group code and parent information (if applicable), you can order the complete reporter panel information on reel or cartridge at a cost of \$150.00. A format description is also included with each order. **(Item #103)**.

The Reporter Panel is also available for MICA data. (Note that the MICA data are not available prior to 1994--see page 10).

**Three-Report Package:** This package of three reports is available in hardcopy only. The following information is provided for a specified institution/MSA combination:

**Report on Disposition of Loan Applications by Income and Race**

- Compares applications by disposition and by income levels (as a percentage of the MSA median income-- less than 80%, 80-99%, 100-120%, and more than 120%)
- Is subdivided by race

**Report on Distribution of Loan Applications**

- Provides a summary of a specific institution's activity by income and racial characteristics of the census tract within an MSA
- Covers applications for mortgage and home improvement loans and refinances
- Provides the number of applications received, the number of loans originated, and the number of 1-4 family owner-occupied units within each category of census tract characteristics.

**Census Tract Summary**

- Provides the number, dollar amounts, and disposition of applications for a specific institution/MSA by census tracts
- For each census tract, the following are also provided:
  - the median housing value
  - the median age of the housing stock
  - the median age of the population
  - the minority population percentage
  - the number of owner-occupied units
  - the number of households
  - the median income (adjusted)
  - the denial rate
- Census tracts that are low- to moderate-income tracts are highlighted

The charge for non-profit organizations are priced at \$45 per requested institution/MSA, and \$75 per institution/MSA for all others. These reports are ordered as a package, not separately. **(Item #008)**